

Office use only: **Approved** _____ **Not Approved** _____

Today's date: _____ **Zoning Secretary** _____

TEMPORARY SIGN PERMIT APPLICATION

- Temporary signs are banners, emblems, or any other temporary advertising device intended to identify, convey information, or direct attention to a product, service, place, activity, or business.

- Temporary signs must conform to Section 7.02(7) of the Zoning Ordinance.

In order for a temporary sign to be classified as a legal sign, this permit application is required to be completed and submitted by the applicant, and approved by the Town Zoning Secretary, PRIOR to the installation of the sign. No permit fees are required.

Any temporary sign installed without a permit approval is a violation of the Town's Ordinance.

Property Owner or Tenant _____

Property Description _____

Business Name: _____

Location : _____

Phone OR Cell #: _____ **Fax:** _____

GENERAL SIGN INFORMATION

Date of Installation: _____ **Date of Removal:** _____

Frequency: ☐ 1st Occurrence ☐ 2nd Occurrence

Area of sign: width _____ X height _____ X length _____

The sign will be attached to: ☐ Ground Sign ☐ Wall Sign ☐ Projecting Sign

Attached Plot Map indicating location of sign. The sign must not be at least one foot off the right of way.

Describe the temporary sign, its location and how it is to be attached; and materials used:

Your Signature _____ **Date** _____